

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, September 25, 2007**

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 25, 2007 with the following members present: Don Larson, Mary Negstad, Deanna Santema, Dennis Falken, and Emil Klavetter.

## **CALL TO ORDER**

Chairperson Klavetter called the meeting to order.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

## **CONSENT AGENDA**

Chairperson Klavetter declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the September 25, 2007 Commission Meeting, and the minutes from the September 11, 2007 Commission Meeting.

Travel/Education: Laurie Tangen to attend Women in Ag in Spearfish, SD September 13-15, 2007, NEAFCS National Meeting in St. Paul, MN September 16-20, 2007, and CFEL State Convention in Aberdeen, SD September 21-22, 2007; Shawn Hostler to attend Critical Field Interviewing Techniques in Pierre, SD November 26-28, 2007; Robert Hill, Don Lytle, and the GIS Coordinator to attend Local Update of Census Addresses Workshop in Watertown, SD on October 16, 2007; Kristin Trana to attend the BAHRA meeting on Records & Retention, Drug & Alcohol Policies in Brookings, SD on September 19, 2007; Michael Giegling to attend the Adv. Standardized Field Sobriety Testing in Mitchell, SD December 11-12, 2007; Charles Umberger to attend Advanced Accident Investigation training in Pierre, SD October 29 - November 2, 2007; Darren DeJong to attend Court Security training in Des Moines, IA September 11-13, 2007; Mark Anawski to attend the Crime-Free Housing seminar in Sioux Falls, SD on October 16, 2007.

## **ROUTINE BUSINESS**

Mayor Scott Munsterman presented a PowerPoint slide show to board on establishing a Railroad Authority.

Barbara Telkamp, of rural Brookings, discussed financial aspects of establishing a Railroad Authority.

## **PUBLIC HEARING**

As scheduled, a public hearing was held at 9:00a.m. to consider the adoption of the 2008 Annual Budget. Chairperson Klavetter called for comments from citizens in attendance. Chairperson Klavetter closed the public hearing.

Motion by Santema, seconded by Negstad to approve Resolution #07-33, a resolution to adopt the 2008 Annual Budget. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye," Klavetter "Aye." Motion Carried.

**RESOLUTION # 07-33**  
**ADOPTION OF THE 2008 ANNUAL BUDGET FOR**  
**BROOKINGS COUNTY, SOUTH DAKOTA**

WHEREAS, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year and,

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATION AND EXPENDITURES FOR BROOKINGS County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2008 and ending December 31, 2008 and the same is hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, this 25<sup>th</sup> day of September, 2007. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Brookings County, South Dakota. The accompanying taxes are levied by Brookings County for the year January 1, 2008 through December 31, 2008.

County Levies	<u>Dollars</u>	<u>\$/1,000</u>
General	7,297,005	4.71
County Building	<u>182,806</u>	<u>.12</u>
Total	7,479,811	4.83

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

\_\_\_\_\_ Emil Klavetter, Chairperson  
\_\_\_\_\_ Deanna Santema, Vice-Chairperson  
\_\_\_\_\_ Donald Larson, Commissioner  
\_\_\_\_\_ Mary Negstad, Commissioner  
\_\_\_\_\_ Dennis Falken, Commissioner

ATTEST:

\_\_\_\_\_  
Janet K. Willmott  
Brookings County Auditor

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**ROUTINE BUSINESS**

Motion by Falken, seconded by Negstad to approve the following claims. Roll Call Vote: Negstad "Aye," Santema "Aye," Falken "Aye," Larson "Aye," Klavetter "Aye." Motion Carried.

A&B BUSINESS, REPAIRS AND MAINTENANCE \$32.07; ADVANCE, OTHERS \$29000.00; ADVANCE AUTO PARTS, SUPPLIES & MATERIALS \$43.32; ALERT INC, TRAVEL & CONFERENCE \$395.00; ALLTEL, SUPPLIES & MATERIALS \$243.89; AMERICAN JAIL ASSOC., PROFESSIONAL SERV. & FEES \$96.00; ARCHER, MATTHEW, TRAVEL & CONFERENCE \$130.00; ARGUS LEADER, PERSONAL SERVICES \$1140.40; ARLINGTON FARMERS EL. CO., TELEPHONE \$20.00; AT&T, TELEPHONE \$39.65; AVERA, PROFESSIONAL SERVICES \$55.50; AVERA BROOKINGS MEDICAL, MEDICAL SERVICE/LIENABLE \$424.11; BOYER TRUCKS, SUPPLIES & MATERIALS \$232.00; BROOKINGS AUTO MALL INC, GASOLINE/VEHICLE MAINT. \$24.38; BRKGS AREA CHAMBER, TRAVEL \$800.00; BRKGS., CITY OF, REPAIRS & MAINT. \$34.49; BRKGS. CITY UTILITIES, TELEPHONE \$4388.97; BROOKINGS UTILITIES, UTILITIES \$134.12; BRKGS DAILY REGISTER, PUBLISHING \$2001.21; BROOKINGS GLASS & MIRROR, REPAIRS AND MAINTENANCE \$26.50; BROOKINGS HEALTH SYSTEM, BLOOD TESTS \$3002.62; BROOKINGS POLICE DEPT., DISPATCH SERVICE-BRKGS CI \$71625.00; BRUGGER, SUSAN, ADULT DEFENSE \$506.15; BULLBERRY SYSTEMS, INC., PROFESSIONAL SERVICE & FE \$1500.00; CENTRAL BUSINESS SUPPLY, SUPPLIES & MATERIALS \$1224.21; CIVIL DESIGN INC, PROFESSIONAL SERVICES \$199.50; COOK'S RECYCLING, TELEPHONE \$728.42; COURTESY PLUMBING, REPAIRS AND MAINTENANCE \$214.90; CBC INNOVIS, TELEPHONE \$12.00; CUSTER COUNTY SHERIFF, COURT CASE EXPENSE \$10.86; DAKOTA DISC, SUPPLIES & MATERIALS \$125.00; DALE'S ALIGNMENT, REPAIRS AND MAINTENANCE \$175.10; DEJONG, DARREN J., TRAVEL & CONFERENCE \$125.00; DEPT. OF TRANSPORTATION, NEW ROADS/GASB-34 \$10085.06; DIETRICH, DONNA K., PROFESSIONAL SERV. & FEES \$129.71; DRAGSETH, JOYCE, TRAVEL & CONFERENCE \$130.00; ELECTRONIC SECURITY EQUIP, REPAIRS AND MAINTENANCE \$694.11; ELITE BUSINESS SYSTEM INC, REPAIRS AND MAINTENANCE \$72.00; EVERIST, L.G. INC, REPAIRS & MAINT. \$2786.83; FARMER'S IMP & IRRIG, SUPPLIES & MATERIALS \$38.81; FOERSTER WHOLESALE SUPPLY, SUPPLIES & MATERIALS \$408.35; HAMILTON, STACEY, COURT CASE EXPENSE \$45.00; HAROLD'S PRINTING, SUPPLIES & MATERIALS \$148.70; HAROLD'S PHOTO CENTERS, OTHERS \$74.62; HARTSEL, PATRICIA J., TRANSCRIPTS (LIENABLE) \$754.80; HENDRICKS PIONEER, PUBLISHING \$8.86; HY-VEE FOOD STORE, PRISONER RATION \$13594.49; IBM CORPORATION, DATA PROCESSING/SOFTWARE \$237.16; INTER-LAKES COMM. ACTION, COMMUNITY WORKER \$750.00; JENSEN, RANDY J., TRAVEL & CONFERENCE \$10.36; JOHNSON, JEROME, TRANSCRIPTS (NON) \$98.60; KIDWILER, MARY, TRAVEL & CONFERENCE \$9.25; KLEINJAN, DARREL, TRAVEL & CONFERENCE \$14.06; KLINGBIL, LARRY, TRAVEL & CONFERENCE \$130.00; KNUTSON, DUANE, TRAVEL & CONFERENCE \$3.33; KOOISTRA, NELVA, PROFESSIONAL SERV. & FEES \$15.00; L&L PARTS, SUPPLIES & MATERIALS \$1058.62; LEWIS & CLARK MENTAL, PROFESSIONAL SERV. & FEES \$260.00; LEXISNEXIS, PROFESSIONAL SERV. & FEES \$150.00; LILLA, CHRISTOPHER L., TRAVEL & CONFERENCE \$130.00; MCCANN, M.E., ADULT DEFENSE \$1277.16; MCI, TELEPHONE \$117.37; M&T FIRE & SAFETY INC., CITIZEN CORP. \$344.35; MARKVE, ERIK, TRAVEL & CONFERENCE \$130.00; MASTERCARD, SUPPLIES & MATERIALS \$608.32; MEDICAL X-RAY CENTER, MEDICAL SERVICE/LIENABLE \$218.74; MILLS PROPERTY MANAGEMENT, REPAIRS AND MAINTENANCE \$4276.43; MINNEHAHA CO. JUVENILE, JDC-MINNEHAHA COUNTY \$3960.00; MINNEHAHA CO. TREAS., MV NOTICES/TAX NOTICES \$82.96; MOBILE ELECTRONIC SERVICE, REPAIRS & MAINTENANCE \$50.00; NACCTFO, SUPPLIES & MATERIALS \$60.00; NATL 4-H COUNCIL, 4-H EVENTS & LIT. \$31.72; NELSON, DARREL E., TRAVEL & CONFERENCE \$7.03; NELSON, NANCY J., ADULT DEFENSE \$214.50; NORTHERN PLAINS DISTRICT, AM'T HELD FOR SHERIFF TRU \$1150.55; NORTHWESTERN PUBLIC SERV, UTILITIES/COURTHOUSE \$164.37; OFFICE SYSTEMS INC, REPAIRS AND MAINTENANCE \$63.57; PITNEY-BOWES INC., POSTAGE REIMBURSEMENT FRO \$186.00; PROPAC, CITIZEN CORP. \$1074.92; QUALIFIED PRESORT, MV NOTICES/TAX NOTICES \$824.26; RAZOR'S EDGE LAWN CARE, REPAIRS AND MAINTENANCE \$1123.03; RFD, PUBLISHING \$39.69; REHFUSS, CATHY, PROFESSIONAL SERV. & FEES \$15.00; DEPT OF REVENUE, AM'T HELD FOR DEL. TAXES \$1993.41; REVENUE DEPT OF, AM'T HELD FOR SHERIFF TRU \$59.85; RIBSTEIN, RICK, ADULT DEFENSE \$4244.14; ROBBINS, JEFF, TRAVEL & CONFERENCE \$19.98; ROCHEL, ROBERT, TRAVEL & CONFERENCE \$12.21; RUNNING'S BIG "R", SUPPLIES & MATERIALS \$43.92; SAATHOFF, LAYNE, TRAVEL & CONFERENCE \$17.02; SD FEDERAL PROP. AGENCY, SUPPLIES & MATERIALS \$52.50; SHEEHAN MACK

SALES, SUPPLIES & MATERIALS \$390.44; SINAI COOP. ELEVATOR, FUEL/GASOLINE \$1457.92; SIOUX FALLS TWO WAY RADIO, SUPPLIES & MATERIALS \$27.94; SIOUX VALLEY ENERGY, UTILITIES \$49.00; SOFTWARE SERVICES INC., DATA PROCESSING/SOFTWARE \$178.75; SPEEDY CLEANERS, REPAIRS AND MAINTENANCE \$68.35; STATE OF SOUTH DAKOTA, PROFESSIONAL SERV. & FEES \$35.00; STEELE, RODNEY, ADULT DEFENSE \$241.50; STURDEVANT'S AUTO, REPAIRS & MAINTENANCE \$201.27; SWIFTEL CENTER, MULTI-PLEX UPKEEP \$2500.00; TORGRUDE, LIONEL, TRAVEL & CONFERENCE \$335.06; TOWN & COUNTRY SHOPPER, PUBLISHING \$78.00; VANDENBERG LAW FIRM, ADULT DEFENSE \$468.00; VERIZON WIRELESS, TELEPHONE \$206.91; VOGEL, STEPHANIE, TRAVEL & CONFERENCE \$262.00; WAGNER REAL ESTATE, INSPECTION FEES \$1800.00; WALMART COMMUNITY, SUPPLIES & MATERIALS \$206.39; WEST GROUP, AM'T HELD FOR LAW LIBRARY \$877.00; WHEELCO BRAKE & SUPPLIES, SUPPLIES & MATERIALS \$44.53; YANKTON COUNTY TREASURER, PROFESSIONAL SERV. & FEES \$197.10; VANDERWAL, DEAN J., JURY & WITNESS \$21.10; BENSON, CYNTHIA J K, JURY & WITNESS \$16.66; AMMANN, LONNY, JURY & WITNESS \$12.22; ANDERSON, BARBARA, JURY & WITNESS \$10.74; BASMAJIAN, JANET, JURY & WITNESS \$61.10; BAUMAN, SHERYL, JURY & WITNESS \$10.74; CRESWELL, ERIC, JURY & WITNESS \$10.74; EKELAND, REBECCA, JURY & WITNESS \$11.48; ENGBERG, LEO, JURY & WITNESS \$68.50; GUNDVALDSON, DUSTIN, JURY & WITNESS \$14.44; HAGEDORN, JAMES, JURY & WITNESS \$61.10; HAI, DOUGLAS, JURY & WITNESS \$50.74; HANSON, TAWNIA, JURY & WITNESS \$17.40; HUNTER, KRISTY, JURY & WITNESS \$24.80; JOHNSON, MARY, JURY & WITNESS \$50.74; KAPPENMAN, KRIS, JURY & WITNESS \$56.66; KEPPE, GREGORY, JURY & WITNESS \$17.40; LANDMAN, REIN, JURY & WITNESS \$21.10; LENGKEEK, KIMBERLY, JURY & WITNESS \$10.74; LORENZEN, MICHAEL, JURY & WITNESS \$51.48; NELSON, SCOTT, JURY & WITNESS \$50.74; OLSON, JANICE, JURY & WITNESS \$10.74; PICKARD, CHRISTINE, JURY & WITNESS \$28.50; PONTO, LORI, JURY & WITNESS \$64.80; PRUNTY, MARJORIE, JURY & WITNESS \$11.48; RAMSAY, DAVID, JURY & WITNESS \$10.74; RENNICH, RAYMOND, JURY & WITNESS \$61.10; RIEGER, MARC, JURY & WITNESS \$11.48; RINDELS, BECKY, JURY & WITNESS \$11.48; SCHAEFER, KYLE, JURY & WITNESS \$12.22; SOMMERVOLD, SHANNON, JURY & WITNESS \$11.48; STENBERG, THOMAS, JURY & WITNESS \$15.92; SVENNES, LINAE, JURY & WITNESS \$13.70; SWENSON, CAROLYN, JURY & WITNESS \$15.18; VANDERWAL, VIRGINIA, JURY & WITNESS \$15.92; WATSON, TIMOTHY, JURY & WITNESS \$51.48; WEINRICH, TED, JURY & WITNESS \$50.74; CHASE, ANGELA, JURY & WITNESS \$20.00; MATTHEES, CHARLES, JURY & WITNESS \$168.00; CHASE, KRISTIN, JURY & WITNESS \$342.64; DORN, RAY, JURY & WITNESS \$11.48; BORTNEM, GORDON L, JURY & WITNESS \$11.48.

Deputy Auditor, Krista Spence presented the board with the Auditor's Report.

Be it noted, Register of Deeds' statement of fees collected during the month of August 2007 was filed in the County Auditor's Office in the amount of \$28,335.00.

Be it noted, the Auditor's Account with the Treasurer for August 2007 was presented to the board.

August 2007	
Total amounts of deposits in banks.....	\$9,196,102.75
Total amount of actual cash: Currency.....	8,866.00
Coins.....	81.40
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days...	39,338.98
Itemized list of all items, checks, and drafts in Treasurer's possession over 3 days ...	181.00
Insufficient checks.....	307.65
TOTAL.....	9,244,877.78

Be it noted, the Highway transfers for the month of August 2007 was presented to the board. \$7,122.00 was transferred for the expenditures to increase the Highway budget due to work performed and supplies furnished for various non-highway departments.

Motion by Falken, seconded by Santema to approve for recording purposes and authorize Chairperson Klavetter to sign Resolution #07-30; a Resolution for the plat of Lots 39A and 40B of DeBoer's Lake Tetonkaha West Subdivision in Government Lots 4 and 5 in Section 7-T111N-R51W of the 5<sup>th</sup> P.M. Brookings County, South Dakota. Roll Call Vote: Santema "Aye," Falken "Aye," Larson "Aye," Negstad "Aye," Klavetter "Aye." Motion Carried.

Motion by Falken, seconded by Santema to approve for recording purposes and authorize Chairperson Klavetter to sign Resolution #07-31; a Resolution for the plat of Lots 1, 2 and 3 Nelson Addition N1/2 of NW1/4 of S36-T109N-R50W of the 5<sup>th</sup> P.M. Brookings County, South Dakota. Roll Call Vote: Falken "Aye," Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye." Motion Carried.

Motion by Santema, seconded by Negstad to approve for recording purposes and authorize Chairperson Klavetter to sign Resolution #07-32; a Resolution for the plat of Lot 1 of Ramlo Shores Subdivision in Government Lot 4 in Section 21-T112N-R47W of the 5<sup>th</sup> P.M. Brookings County, South Dakota. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye," Klavetter "Aye." Motion Carried.

## **REGULAR BUSINESS**

Motion by Negstad, seconded by Santema to approve and authorize Chairperson Klavetter to sign Resolution #07-34: A Resolution to continue support for the First District Association of Local Governments during Fiscal Year 2008. Roll Call Vote: Negstad "Aye," Santema "Aye," Falken "Aye," Larson "Aye," Klavetter "Aye." Motion Carried.

### **Resolution #07-34**

Resolution to Continue Support for the First District Association of Local Governments During  
Fiscal Year 2008  
(October 1, 2007 - September 30, 2008)

The Brookings County board of County commissioners, having adopted and signed a Joint Cooperative Agreement on the 6<sup>th</sup> day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2008 (October 1, 2007 - September 30, 2008). To support the Joint Cooperative Agreement and the activities of the District staff, the Brookings County Board of County Commissioners will provide \$30,309.00 to the First District Association of Local Governments during the aforementioned Fiscal Year 2008 period.

ADOPTION:

Adopted this 25<sup>th</sup> day of September, 2007

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Emil J. Klavetter  
Chairman, Brookings County Commission

ATTEST:

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Janet K. Willmott  
Brookings County Auditor

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Dick Edenstrom  
Chairman, First District Association of Local Governments

Motion by Falken, seconded by Negstad to approve and authorize Chairperson Klavetter to sign the Local Government Statement Comprehensive Grant Program for the Brookings County Housing and Redevelopment Commission. Roll Call Vote: Santema "Aye," Falken "Aye," Larson "Aye," Negstad "Aye," Klavetter "Aye." Motion Carried.

Motion by Negstad, seconded by Falken to approve and authorize Chairperson Klavetter to sign the Annual Notice of Review for the Pre-Disaster Mitigation Plan and the Elected Officials Briefing. Roll Call Vote: Falken "Aye," Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye." Motion Carried.

Commission Assistant/Human Resources Director, Stephanie Vogel met with the board to discuss personnel matters, a request to fill a vacancy, correspondence received, health insurance, a wind tower tour, space needs, the SDACC state convention and awards received.

Motion by Falken, seconded by Negstad to approve and authorize Chairperson Klavetter to sign the Request to Fill Vacancy for the Senior Correctional Officer position. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye," Klavetter "Aye." Motion Carried.

### **COMMISSIONER'S OPEN DISCUSSION**

Commissioner Larson reported on the on a Regional Extension meeting, the SDACC Convention, and the SDSU Presidential Inauguration.

Commissioner Negstad had no report.

Commissioner Santema reported on the RSVP meeting, the SDSU Presidential Inauguration, and the SDACC Convention.

Commissioner Falken reported on the SDACC Convention, the Boys and Girls Club Open House, the RSVP banquet and the Inter-Governmental Conference.

Commissioner Klavetter reported on the Juvenile Accountability Grant, the SDACC Convention and the Inter-Governmental Conference.

### **EXECUTIVE SESSION**

Motion by Santema, seconded by Negstad to enter into Executive Session at 10:15a.m. Roll Call Vote: Negstad "Aye," Santema "Aye," Falken "Aye," Larson, "Aye," Klavetter "Aye." Motion Carried. Chairperson Klavetter declared the executive session over at 10:20a.m. Reason - Personnel. No action at this time.

## **ADJOURNMENT**

There being no further business, Chairperson Klavetter declared the regular meeting adjourned until 8:30am Tuesday, October 2, 2007.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

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Krista Spence  
Deputy Auditor  
Brookings County Auditor's Office